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DRAFT
Budget Committee Minutes
Town of Sandown, NH

Meeting Date: Wednesday, December 11, 2013

Type of Meeting: Public

Method of Notification: Public posting – Town Hall & Post Office

Meeting Location: Town Hall, Second Floor

Members Present: Bruce Cleveland, Steve Brown and Terry Treanor (Selectman Ex-officio), Dawn Nicolaisen.

Not Present: Daniel Saltalamacchia

Recording Secretary: Sue Reynolds

The meeting was called to order by Bruce Cleveland at 6:30.

Bruce Cleveland asked Terry Treanor if there is any interest in the open Budget Committee position and Terry said no.

Bruce said the date for the Annual Public Hearing is scheduled for January 16th.

Bruce asked the Committee to review the minutes of Wednesday, December 4, 2013.

Bruce said the minutes of December 4th are accepted as written.

Motion by Bruce Cleveland to put the Moderator account budget 4140.3 on the table for discussion.

Seconded by Steve Brown.

Lynne Blaisdell is presenting this budget.

Lynne explained that there is a slight increase in the Seminar line as the new moderator would like to attend two seminars. Lynne explained that the Ballot Counters line is

31 \$2,250.00 as there are 5 clerks and 3 elections in 2014 at \$150.00 per election per person.
32 For the Ballots & Coding line, Lynne estimated that at \$6,000.00. She said this depends
33 on how much information is on the ballot. She said that she looked at 2010's budget,
34 which also had 3 elections and \$4,700.00 was paid for ballots and coding for the Town
35 election, she said \$1,100.00 and \$705.00 was paid for the two State elections for coding.
36 Lynne said she is comfortable with \$375.00 for the Meals line. She also said for the
37 Voting Equipment there is a bit of an increase as they need to order new voting booths.
38 Lynne said she can get voting booths for \$650.00 for one booth divided into 4 stations,
39 which will bring us closer to the State compliance. Cathy Gorman asked about the
40 Ballots/Coding line and feels that \$6,000.00 may be a bit high. Lynne said that she
41 would be comfortable with \$5,250.00 for that line.

42 **Motion by** Bruce to reduce the Ballots/Coding line from \$6,000.00 to \$5,250.00.

43 **Seconded by** Dawn Nicolaisen.

44 **In Favor Dawn Nicolaisen, Steve Brown, Bruce Cleveland, Terry Treanor and Cathy**
45 **Gorman.**

46 **Motion passes unanimously.**

47 **Motion by** Dawn Nicolaisen to accept the Election & Registration account budget
48 (Moderator) with Gross Expenses of \$10,000.00, Revenue of \$0.00 and Net Expenses of
49 \$10,000.00 pending further review.

50 **Seconded by** Steve Brown.

51 **In Favor Dawn Nicolaisen, Steve Brown, Bruce Cleveland, Terry Treanor and Cathy**
52 **Gorman.**

53 **Motion passes unanimously.**

54

55 Motion by Bruce Cleveland to put the Community Assistance Account budget 4445.0 on
56 the table for discussion.

57 Seconded by Steve Brown.

58 Lynne Blaisdell is presenting this budget. Lynne said this is the welfare budget for the
59 Town that helps the residents with financial assistance. Lynne provided the Budget
60 Committee with a list of financial assistance that has been provided so far this year.

61 Lynne also said there is a slight reduction in this budget as well. Dawn Nicolaisen asked

62 about the Rent line with only \$4,700.00 being expended this year and wanted to know if
63 that line can be reduced. Lynne said in 2012 \$14,000.00 was expended and you never
64 know how much you are going to need. Lynne did say it is required by law that the
65 Town provide residents that qualify for help and if the budget is fully expended the Town
66 is still responsible to find the money somewhere in the budget. Cathy Gorman asked if
67 Lynne sees a trend going down at all and Lynne said yes, she does see a slight trend but
68 doesn't feel the economy is going to affect us positively yet.

69 **Motion by** Steve Brown to accept the Community Assistance budget with Gross
70 Expenses of \$13,101.00, Revenue of \$500.00 and Net Expenses of \$12,601.00 pending
71 further review.

72 **Seconded by** Dawn Nicolaisen.

73 **In Favor** Dawn Nicolaisen, Steve Brown, Bruce Cleveland, Terry Treanor and Cathy
74 Gorman.

75 **Motion passes unanimously.**

76

77 **Motion by Bruce Cleveland to put the Health & Human Services account budget**
78 **4415.0 on the table for discussion.**

79 **Seconded by Steve Brown.**

80 Cheryl Eastman, Finance Director is presenting this budget.

81 Dawn Nicolaisen asked if there is a reason why the requested amount from the American
82 Red Cross went up so substantially and Cheryl said no, the only information she has is
83 what was in the packet which doesn't explain the increased amount. Steve Brown asked
84 why the Finance Director is presenting this budget and feels like the Committee is
85 wasting her time. Keith Bates from Rockingham County Community Action thanks the
86 Budget Committee for their continued support to their organization. Keith explains that
87 Rockingham County Community Action helps the Towns/Cities with their Town
88 assistance program. Dawn Nicolaisen asked Steve Brown if the Budget Committee has
89 ever not paid the requested amount and Steve said yes on occasion. He referred to the
90 Sad Cafe' (because they're payroll was upwards of \$100,000.00) that the Budget
91 Committee removed from the budget and put it to warrant article, which ultimately failed

92 during the election. He said if the Budget Committee felt there was duplicate effort
93 between two organizations they reduce the amount requested.

94 **Motion by** Cathy Gorman to reduce the American Red Cross amount from \$4,200.00 to
95 **\$1,900.00.**

96 Seconded by Terry Treanor.

97 **In Favor Dawn Nicolaisen, Steve Brown, Bruce Cleveland, Terry Treanor and Cathy**
98 **Gorman.**

99 **Motion passes unanimously.**

100 Dawn Nicolaisen asked if the Family Promise organization has helped any Sandown
101 families, as the letter in the packet states that there were 3 Sandown families that applied
102 but several families are turned away due to the popularity of the program.

103 Dawn said she isn't going to make a motion to reduce this but next year she would like
104 information as to what families are being helped. Steve Brown said he would like to
105 know how the Budget Committee feels about the Family Promise organization so he is
106 going to make a motion.

107 **Motion by** Steve Brown to reduce the Family Promise line to \$0.00.

108 **Seconded by** Cathy Gorman.

109 **In Favor,** Steve Brown, Terry Treanor and Cathy Gorman.

110 **Opposed** Dawn Nicolaisen.

111 **Abstain** Bruce Cleveland as he helps with this organization.

112 **Motion passes 3-1-1**

113 Motion by Steve Brown to accept the Health & Human Services Account budget with
114 Gross Expenses of \$20,487.00, Revenue of \$0.00 and Net Expenses of 20,487.00 pending
115 further review.

116 Seconded by Cathy Gorman.

117 **In Favor,** Steve Brown, Terry Treanor, Cathy Gorman and Dawn Nicolaisen

118 **Abstain** Bruce Cleveland as he helps with this organization.

119 **Motion passes 4-0-1**

120

121 **Motion by Bruce Cleveland to put the Benefits Account Budget 4155.0 on the table for**
122 **discussion.**

123 **Seconded by Steve Brown.**

124 Cheryl Eastman, the Finance Director is presenting this budget.

125 Steve Brown asked if any of the lines can be changed or is everything contractual.

126 Cheryl said the BOS have the option to offer Health Insurance but the rest of them have
127 to do with the taxes and the amount that is paid to the employees affects the other lines.

128 Bruce Cleveland asked why there is such a big increase in the budget and Cheryl said
129 with the 2% raise affects the retirement, the Fica and the NH Retirement system is
130 required by law. Cheryl also said the amount the Town has to pay for the police is 25.3%
131 for the second half of the year. Dawn Nicolaisen said the Health Insurance line is only at
132 74% and wanted to know why and Cheryl said they have to allow for an employee to take
133 the insurance during the year so there is a little bit of a buffer in that line. Cathy Gorman
134 asked what the big increase is in the Health Reimbursement line and Cheryl explained
135 that the amount each employee receives was increased by \$500.00 because next year they
136 will have a higher deductible. Cheryl said the premium difference from last year to this
137 year for a single plan was about \$425.00 per month and next year will be \$418.00, which
138 was a \$14,000.00 savings to the Town.

139 **Motion by** Cathy Gorman to reduce the Health Reimbursement line from \$2,000.00 per
140 person back to \$1,500.00.

141 **Seconded by** Bruce Cleveland for discussion.

142 Cathy Gorman feels that the reality is that all health insurances and deductibles are going
143 up and it is not fair for the taxpayers of the Town to supplement the Reimbursement
144 Account for the Town Employees and the premium portion they pay is only 10%.

145 **In Favor,** Cathy Gorman, Dawn Nicolaisen and Bruce Cleveland.

146 **Opposed** Steve Brown and Terry Treanor.

147 **Motion passes 3-2-0**

148 **Motion by** Cathy Gorman to reduce the Health Reimbursement Account line from
149 \$181,667.00 to \$175,167.00.

150 **Seconded by** Bruce Cleveland.

151 **In Favor,** Cathy Gorman, Dawn Nicolaisen and Bruce Cleveland.

152 **Opposed** Steve Brown and Terry Treanor.

153 **Motion passes 3-2-0**

154 **Motion by** Cathy Gorman to accept the Benefits account with \$409,603.00, Revenue of
155 \$0.00 and Net Expenses of \$409,603.00 pending further review.

156 **Seconded by** Bruce Cleveland.

157 **In Favor,** Cathy Gorman, Dawn Nicolaisen, Bruce Cleveland and Terry Treanor.

158 **Opposed** Steve Brown

159 **Motion passes 4-1-0**

160

161 Bruce Cleveland said the Final Public Hearing is scheduled for January 16, 2014, when
162 every budget will be reviewed.

163

164 Dawn Nicolaisen stated that she hopes that department heads take the upcoming break to
165 review their budgets and possibly sharpen their pencils and come to the Final Public
166 Hearing with responsible budgets.

167

168 Cathy Gorman encourages all Sandown residents to attend the School Board Deliberative
169 Session and Bruce Cleveland encourages everyone to attend the Town Deliberative
170 Session as well.

171

172 Meeting adjourned 7:35

173

174

175 Respectfully submitted,

176 Sue Reynolds

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